

**Borough of Rocky Hill  
Borough Council  
Minutes of the Regular Meeting  
August 17, 2015**

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order by Mayor Jeff Donahue at 7:32 PM followed by the salute to the flag.

**NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT**

Mayor Donahue read the following statement into the record: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meetings transmitted to the Courier News and Somerset Spectator on January 7, 2015. Notice remains continuously posted as to required notices under the Statute. A copy of this notice is available to the public and is on file in the Office of the Borough Clerk.

**ROLL CALL**

Mr. Robert Ashbaugh-absent, Mr. Tom Bremner- present, Mr. Billy Dawson-present, Ms. Connie Hallman-absent, Mr. Phil Kartsonis-present, Mr. Bob Uhrik-present.

Also present: Mayor Jeff Donahue, Borough Clerk Rebecca Newman, Deputy Clerk Christine Witt, Engineer Bill Tanner and Borough Attorney Albert Cruz.

**MAYOR'S COMMENTS**

Mayor Donahue gave an update on the garbage removal contract. The Mayor and Engineer have been working with Premier Disposal to determine the number of bins that were delivered and to get larger barrels for residents who request them. The Mayor verified with the County that grass clippings may not go into household garbage but yard debris may be part of regular garbage collection.

**APPROVAL OF MINUTES**

Regular Meeting Minutes – July 20, 2015

Bremner moved to approve the minutes as presented and Dawson seconded the motion. Motion carried on roll call vote.

For: Bremner, Dawson, Uhrik

Against: None

Abstain: Kartsonis

**PUBLIC COMMENT**

Peggy Harris, 66 Crescent Avenue, commented that her neighbor's garbage containing yard debris was not collected last week.

**STATE POLICE REPORT**

Mr. Kartsonis delivered the June and July reports.

**ENGINEER'S REPORT**

Report was distributed and filed in the Borough Clerk's office. Engineer Tanner provided an overview of the report.

**Generator Grant**

Meeting scheduled for August 27<sup>th</sup>.

**Washington Street Sidewalk Contract**

A few issues remain. To be discussed in Executive Session.

**Construction Projects**

Park Chain/Gate off Princeton Avenue: Chain going up this week.

#### Trees in the Park

Trees have been marked for removal or pruning. A scope of work will be sent out this week.

#### Montgomery Avenue Phase III

Work will be done in October and should take two weeks.

#### Solid Waste Removal Contract

The Engineers office made a list of all residential buildings using aerial topography and the tax map finding a total of 278 units. The garbage collection contract cites 281 units, and the contractor claims to have delivered 309 garbage totes.

#### NJDEP Water Restrictions

The Borough is still under restriction with the NJDEP until there is a back up water supply. The Borough can either drill a well or enter into a new contract with NJ American Water.

#### Small Contracts: Grass/Snow/Leaf Collection

Pursuing leaf contract with Branchburg. Reviewing snow removal invoices from last winter.

#### Princeton Avenue Park Frontage

Will contact Montgomery Township.

#### CHIEF FINANCIAL OFFICER'S REPORT

See attached Expenditure Budget report.

#### DEPARTMENTAL REPORTS

Tax Collector—July 2015

Court Administrator—July 2015

#### APPROVAL OF VOUCHERS

Bill List dated August 17, 2015 was presented for approval. Kartsonis moved to approve all vouchers. Motion seconded by Bremner. Motion carried on roll call vote.

For: Bremner, Dawson, Kartsonis, Uhrick

Against: None

Abstain: None

#### COMMITTEE REPORTS

**Administration & Records** – T. Bremner. Mr. Bremner and Ms. Hallman met with an IT contractor and have scheduled a meeting with Sean Dineen to discuss Borough IT requirements. A final IT proposal is forthcoming. Mr. Bremner met with the Zoning Officer to discuss the property maintenance code and recommends that the Borough purchase the 2015 codebook. The Mayor reported that the used car sales on Washington Street are in compliance with zoning and fire codes.

**Buildings & Grounds** – B. Dawson. Borough Hall basement drain work is complete. The contractor needed to install the pump 15 feet away from where the plans specified resulting in additional electrician fees, which the Council has already approved. The architect recommends installing two dehumidifiers in the basement. Dawson moved to approve the purchase of two dehumidifiers at a cost of \$269 each from the grant fund. Bremner seconded the motion, and motion carried on roll call vote.

For: Bremner, Dawson, Kartsonis, Uhrick

Against: None

Abstain: None

Mr. Dawson also reported that the children's bathroom in Borough Hall is only cleaned by the Nursery School during school year and is currently in unsanitary condition. He proposed locking that bathroom during the summer months. Lastly, the lights in Panicaro Park are being fixed.

**Finance & Insurance** – Mayor Donahue praised Mr. Ashbaugh for doing an exemplary job as Chair of this committee.

**Public Safety & Emergency Services** – P. Kartsonis. Mr. Kartsonis reported that both the new constables are working on diplomatically addressing issues. The skateboard issue has been resolved and constables are working on enforcing tennis court regulations and sign removal around the Borough. There are two to three residents not in compliance with shrub trimming ordinance, and they will be receiving final warning before being ticketed. The Borough needs to continue working on parking issues that effect residents. The First Aid Squad and Fire Department audits are almost complete.

**Streets & Roads** – No report.

**Water, Sewer & Environmental Protection** – B. Uhrik. 2.6 million gallons of water were pumped in July. All water tests were normal and there were no sewer problems. Mr. Uhrik and Mr. Bremner are organizing an electronics-recycling day, potentially October 3<sup>rd</sup>. The County contractor Newtech Recycling has the best price of \$250 plus a per pound fee based on the type of electronics collected. Attorney Cruz recommended that residents receive a disclaimer that the Borough is not responsible for confidential information left on computers.

Uhrik moved to contract with Newtech Recycling to hold an electronics recycling day in the Borough at a cost of \$250 plus a per pound fee to be paid from the Clean Communities grant. Bremner seconded the motion, and motion carried on roll call vote.

For: Bremner, Dawson, Kartsonis, Uhrik

Against: None

Abstain: None

**Council Representative to Planning Board** – The Planning Board is meeting this Thursday and will hear a concept review plan for 38 Washington Street.

**Council Liaison to Recreation Committee**- Ms. Hallman is working with the Community Group to organize a local event during the Somerset County Journey through the Past this fall.

**Council Representative to Board of Health** – B. Uhrik. The Board of Health has not had a meeting.

**Zoning Official's Report** – No report.

**Grants Committee** – T. Bremner. Mr. Bremner attended a four-hour grant writing training session.

### **SPECIAL BUSINESS**

**Resolution 2015-64: Authorizing the Renewal of a Plenary Retail Consumption Liquor License Number 1817-33-001-004 for Cajo Enterprises LLC T/A One53**

Bremner moved to approve the resolution and Uhrik seconded the motion. Motion carried on roll call vote.

For: Bremner, Dawson, Kartsonis, Uhrik

Against: None

Abstain: None

### **UNFINISHED BUSINESS**

**Discussion of Beautification Project**

This item was discussed in Executive Session.

### **Affordable Housing Update**

Attorney Cruz reported that the declaratory judgment action and motion for temporary immunity filed on July 7<sup>th</sup> will be heard by Judge Thomas Miller on August 28<sup>th</sup>. Judge Miller will most likely outline how the case will move forward at the August 28<sup>th</sup> hearing. The Borough also needs to hire an affordable housing administrator. Planner Lee has solicited quotes, and only NJ Housing Affordability Services has responded.

### **NEW BUSINESS**

None

### **COMMUNICATIONS**

Communications as listed, were distributed, disseminated and filed accordingly.

**PUBLIC COMMENT**

Toby Whitlock, 94 Crescent Avenue, advised Mr. Dawson that the toilets in the children's bathroom need to be flushed on a regular basis.

**EXECUTIVE SESSION: Resolution 2015-65 to Retire into Executive Session (8:39 PM)**

Anticipated Contract Negotiations: Washington Street Improvements-Think Pave

Kartsonis moved to retire to Executive Session, Dawson seconded, and motion carried on voice vote.

Executive Session ended and Regular Session resumed at 10:02 PM

**ADJOURNMENT**

Motion was made by Bremner with a second by Dawson to adjourn the meeting at 10:02 PM. Motion carried on voice vote.

Respectfully submitted:  
Christine Witt  
Deputy Borough

August 17, 2015

### List of Bills - (0110101001) CASH CURRENT FUND

Check#	Vendor	Description	Payment	Check Total
8554	12 - ARC OF SOMERSET COUNTY	PO 5489 Borough Hall cleaning	100.00	100.00
8555	485 - CONNIE HALLMAN	PO 5459 125th Anniversary/July 4th Celebrat	67.00	67.00
8556	595 - CORNELL FARMS	PO 5481 Leaf disposal	5,000.00	5,000.00
8557	60 - COURIER NEWS	PO 5472 Legal Advertising: Temp. Budget	132.68	132.68
8558	547 - Comcast	PO 5475 Phone and Internet	254.01	254.01
8559	539 - Couch Insurance	PO 5470 2014 and 2015 Excess WC based on au	6,310.00	6,310.00
8560	569 - DELL-TECH	PO 5120 Labor and repairs for framing work	6,150.00	6,150.00
8561	569 - DELL-TECH	PO 5465 Labor and repairs for framing work	3,250.00	3,250.00
8562	71 - DIFRANCESCO BATEMAN PC	PO 5490 Legal services June & July 2015	8,990.71	8,990.71
8563	83 - G & T Landscaping Inc	PO 5297 Lawn Service 2015 Reso 2015-42	1,680.00	1,680.00
8564	591 - HOME DEPOT CREDIT SERVICES	PO 5480 Play sand for sandbox	66.00	66.00
8565	173 - N J League of Municipalities	PO 5467 League Magazine subscription	20.00	20.00
8566	594 - PREMIER DISPOSAL	PO 5479 Garbage service July 2015	3,741.08	3,741.08
8567	210 - PSE&G	PO 5482 Panicaro Park electric	13.07	13.07
8568	210 - PSE&G	PO 5483 Crescent Point Park electric	6.76	6.76
8569	210 - PSE&G	PO 5485 Street Lights Electric	707.57	707.57
8570	210 - PSE&G	PO 5488 Municipal Building electric	365.05	365.05
8571	354 - RICOH USA, INC.	PO 5477 Copy machine rental	109.73	109.73
8572	593 - SOMERSET COUNTY ELECTRIC	PO 5476 Panicaro Park Flag Pole lights	125.00	125.00
8573	247 - SOMERSET COUNTY TREASURER	PO 5473 Patching 60.Princeton & 10 Merritt	151.12	151.12
8574	251 - SOUTH BOUND BROOK BOROUGH	PO 5460 Police Service June 10-July 9; Court	4,877.96	
		PO 5486 Police Service July 10-August 9; Co	4,470.16	9,348.12
8575	259 - NEW JERSEY STATE TREASURER	PO 5469 Green Acre loan payment September 2	23,318.70	23,318.70
8576	455 - TAMARA LEE PP	PO 5468 Planning Services: Affordable Housi	262.50	262.50
8577	286 - VAN CLEEF ENGINEERING	PO 5466 Engineering services	3,483.50	3,483.50
8578	574 - WEST TRENTON/MONTGOMERY TRUE VALUE	PO 5471 Hose and sprinklers	64.77	64.77
TOTAL				73,717.37

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### List of Bills - (1926005) INTERFUND - DUE CURRENT TRUST OTHER

Check#	Vendor	Description	Payment	Check Total
8553	455 - TAMARA LEE PP	PO 5487 PB Planner Service 38 Washington St	551.25	551.25
TOTAL				551.25

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### List of Bills - (0810101001) CASH UTILITY OPERATING

Check#	Vendor	Description	Payment	Check Total
7037	415 - AQUA PRO TECH LABS	PO 5478 Water Dept. testing: July 2015	113.00	113.00
7038	380 - HANS OLSEN	PO 5492 Water Dept. maintenance: painting	80.00	80.00
7039	321 - MIRACLE CHEMICAL CO	PO 5463 Water Dept. chemicals	30.20	30.20
7040	450 - ONE CALL CONCEPTS INC	PO 5474 July One Calls	7.44	7.44
7041	204 - PITNEY BOWES	PO 5491 Postage Machine Rental	29.00	29.00
7042	210 - PSE&G	PO 5484 Water Dept. electric	1,613.07	1,613.07
7043	311 - TIM LESKO	PO 5493 Water dept. maintenance	195.00	195.00
7044	289 - VERIZON	PO 5464 Water dept phone	61.34	61.34
TOTAL				2,129.05

**List of Bills - (0110101001) CASH  
CURRENT FUND**

Check#	Vendor	Description	Payment	Check Total
8579	596 - BQ BASEMENT SYSTEMS	PO 5494 Installation of basement perimeter	9,656.00	9,656.00
	TOTAL			9,656.00
	Dog Fees			4.80
Total to be paid from Fund 02 STATE AND FEDERAL GRANT FUND		9,656.00		
		<u>9,656.00</u>		

2015-64

**RESOLUTION**

**BOROUGH OF ROCKY HILL  
SOMERSET COUNTY**

**WHEREAS**, application has been received from Cajo Enterprises LLC, T/A One 53 for renewal of the Plenary Retail Consumption Liquor License (1817-33-001-004); and

**WHEREAS**, said application is complete and accompanied by the required fees, affidavits, and tax clearance certificate from the New Jersey Division of Taxation; and

**WHEREAS**, no written objection to the renewal of this license was received by the Borough Clerk;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

1. That the license as referenced above be renewed for the 2015-2016 license year and that the Borough Clerk be directed to forward a certified copy of this Resolution and the renewal application and accompanying fee to the Division of Alcoholic Beverage Control, Department of Law and Public Safety, for processing, and to the applicants; and;
2. That the Borough Clerk be authorized to issue the 2015-2016 license to the proper holder with the effective date of July 1, 2015.
3. This Resolution shall take effect immediately.

ATTEST:

By:

  
Rebecca Newman, RMC  
Borough Clerk

By:

\_\_\_\_\_  
Jeff Donahue, Mayor

**CERTIFICATION**

I, Rebecca P. Newman, Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on August 17, 2015.

\_\_\_\_\_  
Rebecca Newman, RMC  
Borough Clerk

EXPLANATION: THIS RESOLUTION ALLOWS THE BOROUGH COUNCIL TO RETIRE INTO EXECUTIVE SESSION.

BOROUGH OF ROCKY HILL

RESOLUTION 2015- 65

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12(b) (1-9) permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Borough Council is of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action on the executive Session of August 17, 2015
2. The general nature of the subject matter to be discussed is as follows:  
**Anticipated Contract Negotiations: Washington Street Improvements—Think Pavers LLC**
3. Minutes of said discussion will be made available as soon as it is deemed in the public interest to do so.
4. The Borough Council may take official action on those items discussed in executive session upon completion of the executive session.

This Resolution takes effect immediately.

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Rebecca P. Newman

Borough Clerk

**CERTIFICATION**

I, Rebecca P. Newman, Borough Clerk, of the Borough of Rocky Hill, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council at a regular meeting of said Council held on August 17, 2015.

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Rebecca P. Newman

Borough Clerk